

~~SECRET~~

17 October 1967

MEMORANDUM FOR: Director of Training

25X1A9a FROM : [REDACTED] Room 1 D 1617, Ext. [REDACTED] 25X1A

SUBJECT : Report of Completion of Vietnam Orientation No. 20,  
9 - 13 October 1967

1. Basic Data

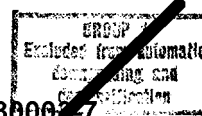
25X9A2 [REDACTED] including 6 females, completed the 20th running of the Vietnam Orientation, 9-13 October 1967. The course was conducted, as scheduled, at Headquarters in Room 1-E-78 on Monday and Friday and in G-A-13 from Tuesday through Thursday.

2. Changes in Schedule

25X1A9a The only significant change was the unavoidable absence of Mr. [REDACTED] on 9 October; he left at noon on a hurried and brief TDY to Saigon. Neither he nor I could get a replacement, and consequently a large gap--the historical review--was left in our introductory coverage of Vietnam.

25X1A9a One other change that entailed no loss was the replacement of [REDACTED] who was called out of town, by [REDACTED] his [REDACTED] 25X1A9a  
[REDACTED] does an excellent job of explaining the role of an [REDACTED] 25X1A9a  
RD case officer in Vietnam, but anyone who has heard [REDACTED] knows that he is a hard act to compete with; Dick is a pudgy character with a ragged cigar, a sprightly, endearing frankness, a colorful albeit rough vocabulary, and a seriocomic, undisciplined delivery. What is most important, however, is that he leaves his audience with the good feeling that "this fellow has levelled with us."

25X1A9a Two other minor changes saw Mr. [REDACTED] replacing Mr. [REDACTED] 25X1A9a  
and Mr. [REDACTED] doing the same for Mr. [REDACTED] 25X1A9a

~~SECRET~~

SECRET

- 2 -

3. Item of Interest

25X1A9a After a two months' absence, because of a lengthy TDY in the  
Far East, [REDACTED] was back on the program. It is time, perhaps,  
25X1A9a for me to pay a compliment to a division chief. As a speaker for  
me to schedule, Mr. [REDACTED] has given me as little trouble as any  
and less than most. He has always fulfilled a speaking engagement,  
he has never sent a substitute, has never come late or shortened a  
talk because of some "urgent" matter. He certainly has impressed  
me by what I consider his sense of obligation to the people bound  
for Saigon. Moreover, his presentation, because of its seriousness  
and thoroughness, never fails to set an elevated tone at the outset  
of the Orientation.

4. Critiques

I did not ask the students to write critiques this month,  
because the room in which we were meeting - 1-E-78, one of the  
theatres--does not offer adequate facilities for writing.

5. A Final Note

This is a complaint and a suggestion. It was bad enough to have  
to shift from 1-E-78 to G-A-13 and then back again, but in addition  
I myself had to arrange the tables and chairs in G-A-13 twice, the  
first time on the eve of the class, and the second time the first  
thing the next morning when I discovered that my previous labors had  
been undone by some group holding a session after hours.

I realize that some persons take it for granted that OTR instructors  
are expected to hoist tables, arrange chairs, empty ash trays, and  
gather up coffee cups as part of the normal preparation for a class.  
It is a common enough sight in 1-A-07 and 1-A-13 to see such instructors,  
in shirt sleeves and sweating, thus engaged late on a Friday afternoon  
or early Monday morning. For myself I have long since sworn off such  
menial, manual labor and instead regularly call on the Building Service  
Branch for assistance at Headquarters. On this recent occasion, however,  
no help could be found, apparently because of the lateness of the hour--  
4:30 P.M. and I therefore did the work myself--but twice!

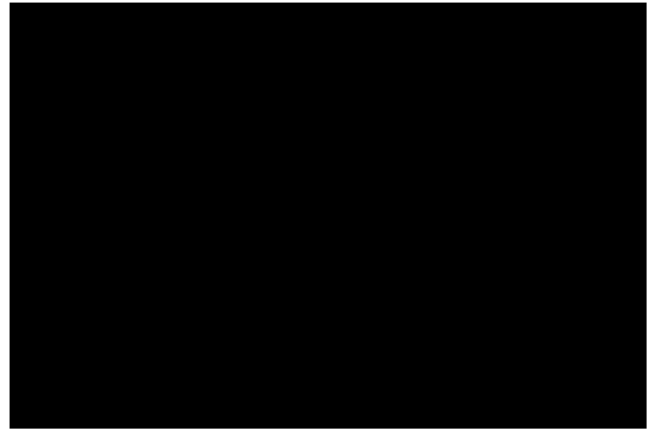
SECRET

~~SECRET~~

- 3 -

I would like to suggest that the arrangement and maintenance of classrooms is a subject that needs some study with a view to relieving the instructor of work that is not properly his.

25X1A9a



ATTACHMENTS

Student Roster  
Schedule

DISTRIBUTION:

Orig - Addressee  
1 - R/TR/AIB

~~SECRET~~